



Abberley Parochial V.C. Primary School

*Rooted and Grounded in love*

# Flexi-schooling Policy

September 2024

Review: September 2026

Our school vision is based on Paul's writings to the Ephesians:

## Ephesians 3:17-19

That Christ may dwell in your hearts through faith, as you are being rooted and grounded in love. I pray that you may have the power to comprehend, with all the saints, what is the breadth and length and height and depth, and to know the love of Christ that surpasses knowledge, so that you may be filled with all the fullness of God.

Based on this vision, our curriculum is founded on the following key principles:

1. People in our school will learn to love and feel loved
2. People will be taught to comprehend through a breadth of opportunity and with significant depth of understanding
3. All people are entitled to live a fulfilled, enriched and joyful life and our curriculum will seek to enable this

## Statement of intent

Abberley Parochial VC Primary School understands that, under some circumstances, parents / guardians / carers (hereafter referred to as "parents") may wish for their child to receive some of their education in school, and some of their education at home.

We understand that there are many reasons why parents might wish to pursue a flexi-school arrangement, and the headteacher will consider these reasons as part of the application process. In addition, the headteacher will also consider the following factors when reviewing a flexi-school application:

- The safeguarding and welfare of the child when off-site
- The appropriateness of the education being proposed off-site
- The effect on the pupil on potentially missing part of a sequence of learning or a regular part of their learning
- The effect of the proposal on the school's current organisation
- The effect of the proposal on the school's current resources, including staffing
- The avoidance of an unreasonable additional workload for members of staff at the school
- The effect on other full-time children on roll at that time.

While there is no automatic right for a pupil to receive flexi-schooling, the school aims to work with parents where this may be necessary, in order to reach an arrangement that is mindful of the pupil's best interests, and allows the pupil to receive part of their education within the school, and the other part of their education at home.

When a pupil is flexi-schooled, there is always a risk that the child may not receive the broad and balanced education that they should and are entitled to receive. The school adheres to the measures outlined within this policy, and expects parents of flexi-schooled pupils to do so as



well, in order to ensure that every pupil, whether flexi-schooled or not, receives a broad and balanced education.

We expect that all parties to the flexi-school arrangement are committed to collaboration and communication to ensure that the needs of the child are being met. The arrangement is subject to regular review (as set out in the flexi-school agreement).

Specifically:

- The education provided at home/alternative provider/school must together constitute full-time education
- The alternative provider/parents should provide a record of work and learning activities on the days where the child is being educated off-site, as agreed in the flexi-school agreement
- The alternative provider/parents should share evidence of learning outcomes and progress as agreed in the individual learning plan and flexi-school agreement

The existence of this policy in no way guarantees that the school will agree to every request for a flexi-school arrangement. Each application will be considered on an individual basis and the agreement may be withdrawn at any time by the school, following the timescales outlined in this policy.

## **1. Legal framework**

This policy has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

- The Education (Pupil Registration) (England) Regulations 2006 (as amended)
- The Education Act 1996
- DfE (2019) 'Elective home education'
- DfE (2022) 'Working together to improve school attendance'
- DfE (2024) 'Keeping children safe in education 2024'

This policy operates in conjunction with the following school policies:

- SEND Policy
- Parental Attendance Agreement
- Attendance and Absence Policy
- Child Protection and Safeguarding Policy

## **2. Roles and responsibilities**

The governing board is responsible for:

- Ensuring the school has robust procedures in place for monitoring pupil attendance, attainment and progress.
- Working with the headteacher to establish efficient flexi-schooling procedures, ensuring agreements are approved before flexi-schooling begins.
- Approving this policy on 2-yearly basis, ensuring that it remains adequate and appropriate for the needs of the school.



- Putting arrangements in place for when the provider of the alternative activity as part of flexi-schooling notifies the school of any absences of individual pupils.

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The headteacher is responsible for:

- Working with the governing board to establish efficient flexi-schooling procedures, ensuring agreements have been approved before flexi-schooling begins.
- Granting requests for flexi-schooling where they are satisfied the parents are committed to providing adequate support for their child while they are being educated off-site.
- Signing the relevant contracts before flexi-schooling begins.
- Ensuring the pupil's progress, attendance, behaviour and the effectiveness of any intervention programmes are monitored.
- Collating evidence from parents to inform pupil assessments.
- Providing parents with copies of ½ termly planning to ensure they can plan flexi-day activities for pupils.
- Ensuring flexi-schooled pupils are assessed in line with statutory assessments (e.g. Baseline, GLD's, Phonics screening, KS2 SATS)
- Withdrawing a flexi-schooling agreement if it is felt that any of the required conditions are not being met at home.
- Reviewing this policy on 2 yearly basis, ensuring it remains adequate and appropriate for the needs of the school.

Parents are responsible for:

- Keeping clear records or diaries of the activities and learning experiences that happen on flexi-schooling days.
- Providing copies of records or diaries, pupil's work, evidence and activities to the headteacher and bringing these to ½ termly parents' meetings to demonstrate how pupils are achieving the National Curriculum requirements.
- Ensuring that their child receives full time education while they are of statutory school age.

### 3. Definitions

Flexi-schooling is providing a full-time education by means of a mixture of provision. Flexi-schooling is not the same as Elective Home Education or a Part-Time/Reduced Timetable. Parents/carers who request flexi-attendance are asking for a pattern of provision, which will involve both attendance at school, as well as times when the child will receive educational provision at home. The child will always be on the roll of a school.

This means that parents may make a request for their child to receive part of their education and the school and part of their education at home or in other settings. Pupils receiving part of their education at the school through a flexi-schooling arrangement must still receive full-time education overall, and it is parents' responsibility to ensure that this duty is met.

While parents are free to request flexi-schooling arrangements, there is no legal entitlement for requests for flexi-schooling to be accepted.



#### 4. Requesting flexi-schooling arrangements (see appendix 1)

Flexi-schooling arrangements will only be considered upon the official request of someone who has parental responsibility for a child – flexi-schooling arrangements will never be initiated by the school.

If a parent wishes for their child to receive flexi-schooling with part of their education delivered at the school, this request will be required to be made in writing to the headteacher. The headteacher will then arrange an in-person meeting with the parent of the child to discuss the proposed flexi-schooling arrangement further. (See appendix 2)

The decision to allow a flexi-schooling arrangement to take place is solely at the discretion of the headteacher, and there is no right of appeal against the headteacher's decision.

Flexi-schooling arrangements will only be given if the headteacher is satisfied of the following:

- The parent is committed to providing suitable education for their child overall and is aware of their legal duty to ensure their child is educated full-time
- The education that the parent proposes to provide off-site will be of good quality, and the child will receive a broad and balanced education overall
- The arrangement will not have a significant adverse impact on the child's development, e.g. in terms of social interaction
- The arrangement will be able to work practically in terms of work set for the child
- There are no safeguarding concerns related to the welfare of the child surrounding the arrangement

If the school agrees to a flexi-schooling arrangement, an agreement will be prepared (see appendix 3). This agreement will contain information on the following:

- Which areas of education each party will provide
- The responsible person for overseeing the non-school part of the education
- What flexibility there will be regarding special events at school which fall outside the pupil's usual attendance, e.g. school trips, assemblies
- What flexibility there will be regarding special events at home which fall inside the pupil's usual attendance, e.g. museum trips
- What arrangements will be made for pupil assessment
- Any SEND and associated provision
- To what extent the national curriculum will be followed
- Which school sessions or lessons the pupil will attend
- Anything else the parent and school agree to include.

Both parties will also sign an agreement stating that they understand that the school is responsible for the pupil's welfare while they are at school, and the parents are responsible at all other times.

Flexi-schooling will not begin until these documents have been signed by the parents and the school.

#### 5. Attendance

Attendance of all flexi-schooling children will be closely monitored in line with the whole school attendance policy. If a child does not attend on the specified days as agreed the school will follow



safeguarding processes identified in the safeguarding and attendance policy e.g. phone calls home, home checks etc. Flexi-schooled children with poor attendance will trigger a review which may result in the flexi-schooling agreement being terminated.

## **6. The school's role in flexi-schooling**

For flexi-schooling to work well, it is important that the school and parents work together. To this end, the school is committed to the following principles:

- Attendance levels of pupils will be monitored, and should attendance fall below 96%, the flexi-schooling agreement will be reviewed.
- Attainment and progress of pupils will be tracked, and if Headteacher has concerns about progress or attainment in any area of learning, the flexi-schooling agreement will be reviewed.
- The school will use any evidence collated by the alternative provider or from parents at home to inform their assessments of pupils – attainment and progress evidence will be shared between the alternative provider, parents and the school.
- Provide parents with copies of ½ termly planning to ensure parents can plan flexi-day activities to support their child's learning.

The school will not conduct any health and safety risk assessments of the pupil's home; however, if there is evidence that a child is not safe at home, or a concern is raised either by a member of staff or the child themselves, the DSL will be informed immediately, and the school will follow the processes outlined in the school's Child Protection and Safeguarding Policy.

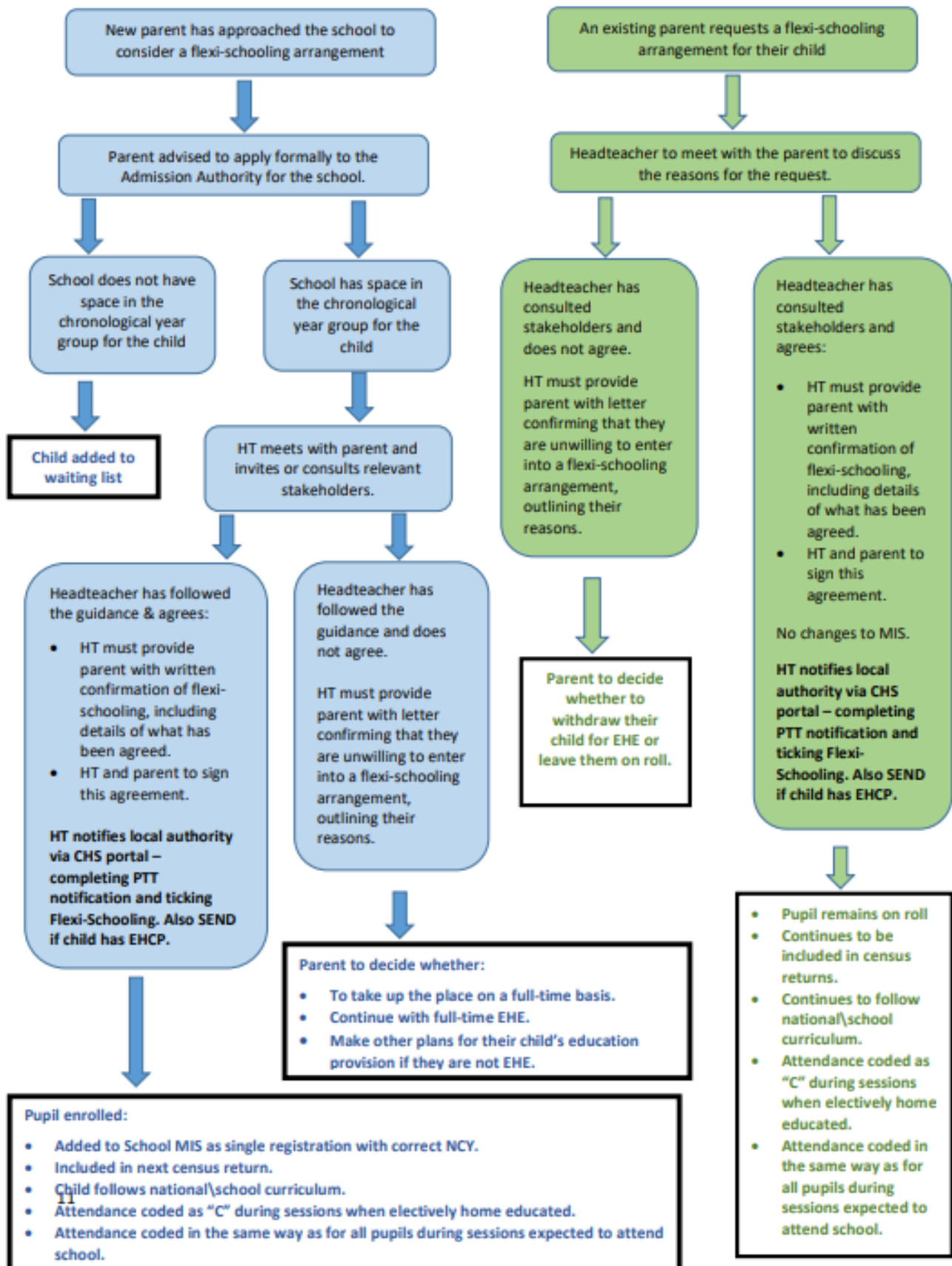
## **7. Termination of a flexi-schooling agreement**

The flexi-school arrangement will be monitored and reviewed on an ongoing basis. If the school is concerned about the quality or appropriateness of off-site provision, the alternative provider and parents will be consulted, with remedial action requested. If the alternative provider and parents decline to take any action, the school may withdraw its flexi-schooling agreement and the child must either attend school full-time or be fully home educated.

- Where the school believes that any of the required conditions that underpin the agreement are not being met, e.g. the pupil is not making the expected progress, the school will withdraw the flexi-schooling agreement.
- The agreement should be considered as a transition to full time schooling and as such the agreement may be withdrawn by school at any time. The reasons behind this decision will always be shared with parents.
- Two weeks' notice will be given to parents following a decision to terminate the agreement.
- If parents do not agree with the school's decision, they will be asked to attend a meeting with the Headteacher and Chair of Governors to discuss the reasons behind the decision.



## SCHOOL PROCESS FLOW CHART





### Flexi-schooling Additional Information Form

This form should be filled in prior to commencing any flexi-schooling arrangement

Pupil's name: \_\_\_\_\_

Name of parents(s): \_\_\_\_\_

Date: \_\_\_\_\_

What is your rationale for why the flexi-schooling arrangement is in the best interests of the pupil concerned?	
What are your expectations of the school-based part of the education?	
How will you intend to follow the national curriculum at home?	
Please tell us anything else you feel we may find useful about yourself or your child.	





## Flexi-schooling Agreement Agreement for Provision of Education Part 1 – School

Pupil's name: \_\_\_\_\_

Name of parent(s): \_\_\_\_\_

The school is responsible for the education of the above-named pupil on the days and times set out in the Attendance Agreement and timetable.

The educational provision will be suitable to the age, aptitude and ability of the above-named pupil, as set out in section 7 of the Education Act 1996.

Whilst the pupil is on school premises, or the school is acting in loco parentis, the school will maintain primary responsibility for the pupil's safety and welfare.

The school may request a review meeting to discuss the pupil's progress and review the attendance agreement at any time – giving reasonable notice.

The school can withdraw from this agreement at any time by giving two weeks' notice in writing.

**Headteacher signature:**

**Date:**

## Contract for Provision of Education Part 2 – Alternative Provider/Home

I/we are responsible for the education of the above-named pupil on the days and times set out in the Attendance Agreement and timetable.

The educational provision will be suitable to the pupil's age, aptitude and ability as set out in section 7 of the Education Act 1996 and that the school will assess the educational activities provided.

During school hours timetabled for home-based education, the Alternative Provider/Parent(s) will maintain primary responsibility for the pupil's safety and welfare.

I/we understand I/we can withdraw from this agreement at any time by giving reasonable notice in writing



Agreed periods of attendance

Day	Morning	Afternoon
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		

Any additional information:

Parents/Carers signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parents/Carers signature: \_\_\_\_\_ Date: \_\_\_\_\_

Review Date: \_\_\_\_\_

